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MEMORANDUM FOR: Deputy Director for Administration

FROM:

Daniel C. King

Director of Logistics

SUBJECT:

Appointment of Alternate for the Executive Dining Room and Authority to Write Checks for the Executive Dining Room Operating

Expenses

It is requested that Deputy Chief, Logistics Services Division (LSD) designate replacing be appointed the alternate overseer for the Executive Dining Room (EDR) and that as such, he be authorized to write checks against the EDR account at the United Virginia Bank to cover operating expenses.

Daniel C. King

APPROVED:

/s/ James H. McDonaid

Deputy Director for Administration

1 AUG 1983

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